



1. **Constructing and Operating a Septic Tank and Disposal Field System:** AAC R18-9-A301 prescribes the following process for a person to obtain authorization to construct and operate a conventional septic tank and disposal field system:
 - a. Submit this NOI and appropriate supplemental information and forms;
 - b. Remit the applicable general permit fee (non-refundable);
 - c. Satisfy any deficiency requests arising from the agency's pre-construction review of the submitted information;
 - d. Receive a **Provisional Verification of General Permit Conformance** from the agency authorizing construction of the conventional septic tank and disposal field system;
 - e. Construct the facility within two years;
 - f. Upon completion of construction, submit required information to the agency to initiate the agency's post-construction review and inspection;
 - g. Satisfy any deficiency request arising from the agency's post-construction review of the facility;
 - h. Receive a **Verification of General Permit Conformance** from the agency authorizing operation and discharge from the system in accordance with the terms of General Permit 4.02 and applicable requirements of statute and rule.

<p>2. Applicant (person responsible for overall compliance):</p> <p>Name: _____</p> <p>Position (if applicable): _____</p> <p>Firm Name (if applicable): _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p>Telephone No. _____ Fax No. _____</p>	<p>3. Authorized Agent for Applicant, if any:</p> <p>Name: _____</p> <p>Position: _____</p> <p>Firm Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p>Telephone No. _____ Fax No. _____</p>
<p>4. Contact Person for Facility Operation (if different from applicant):</p> <p>Name: _____</p> <p>Position: _____</p> <p>Firm Name: _____</p> <p>Address: _____</p> <p>_____</p> <p>_____</p> <p>Telephone No. _____ Fax No. _____</p>	<p>5. Site Information: County _____</p> <p>Address: _____</p> <p>_____</p> <p>Parcel No. _____ Size: _____ ~ Acres ~ Sq. ft.</p> <p>T _____ R _____ Section _____, _____¹/₄ _____¹/₄ _____¹/₄</p> <p>Latitude: _____ E _____ ' _____ . _____ " N</p> <p>Longitude: _____ E _____ ' _____ . _____ " W</p>

For Agency Use Only		
Reference Numbers: File No. _____ Site Code _____ LTF No. _____	Disposal Field Type: ~ Shallow trench ~ Deep trench ~ Bed ~ Chambers ~ Seepage pit	Licensing Time Frames: Log-in Date _____ No. of alternate design requests _____ Fee Paid \$ _____ ACR _____ business days SR (Pre-const.) _____ business days SR (Post-const.) _____ business days

6. Information and Fee Submission Requirements: Please check appropriate boxes to indicate that the required items have been submitted with this NOI. Note that this NOI pertains only to conventional septic tank and disposal systems with a design flow of less than 3000 gallons per day.

- G Site Investigation Report [AAC R18-9-A309(B)(1)]
- G Site Plan [AAC R18-9-A309(B)(2)]
- ~ Agency review fee*

* The review fee specified by Arizona Department of Environmental Quality rules for this NOI is \$400 and is non-refundable. Each *Request for Approval of Alternative Feature of Technology, Design, Setback, Installation, or Operation* submitted with this NOI is an additional \$75. Fees established by counties may differ.

7. Narrative Description of Project:

- ~ **Conventional Septic Tank System (General Permit 4.02) Serving a Single-Family Residence.** This on-site wastewater treatment facility consists solely of a conventional septic tank system and disposal field sized for a design flow of _____ gallons per day. The septic tank conveys wastewater to a disposal field consisting of (*check one*): ~ Shallow trench; ~ Deep trench; ~ Bed; ~ Chamber technology; ~ Seepage pit. The expected date of first operation of this system is _____. The sewage to the septic tank has the characteristics of: ~ Typical household sewage; or ~ Typical household sewage and (*list other sources and characteristics of the wastewater*) _____.
- ~ **Conventional Septic Tank System (General Permit 4.02) Serving Other Than a Single-Family Residence.** This on-site wastewater treatment facility consists solely of a conventional septic tank system and disposal field sized for a design flow of _____ gallons per day. The septic tank conveys wastewater to a disposal field consisting of (*check one*): ~ Shallow trench; ~ Deep trench; ~ Bed; ~ Chamber technology; ~ Seepage pit. The expected date of first operation of this system is _____. The source(s) of flow to the system are (*describe*): _____.
The sewage to the septic tank has the characteristics of: Typical household sewage, or ~ Other (*describe*) _____.

8. Existing Environmental Permits: List any state or federal environmental permits already held by the applicant or owner at this location or that are needed:

- ~ New installation of an on-site wastewater treatment facility. No other environmental permits exist or are needed.
- ~ Other environmental permits exist or are needed: _____

9. Certification of Compliance: To be completed by applicant/permittee identified in Item "2" above.

I, _____, certify that this Notice of Intent to Discharge and all attachments were prepared under my direction or authorization and all information is, to the best of my knowledge, true, accurate and complete. I also certify that the septic tank and disposal field system described in this form is or will be designed, constructed, and operated in accordance with the terms and conditions of General Aquifer Protection Permit 4.02 (AAC R18-9-E302) and applicable requirements of Arizona Revised Statutes Title 49, Chapter 2, and Arizona Administrative Code Title 18, Chapter 9 regarding aquifer protection permits. I am aware that there are significant penalties for submitting false information including permit revocation as well as the possibility of fine and imprisonment for knowing violations.

Signature _____

Date _____

Licensing Time Frames are specified by Arizona Department of Environmental Quality in AAC R18-1-525, Table 10. They are:

Permits	Authority	Administrative Completeness Review	Substantive Review			Overall Time-frame
			Pre-Construction	Post-Construction	Total	
4.02 General Permit	A.R.S. § 49-245 A.A.C. R18-9-E302	21 21	21	10	31	73 ¹

1. Each request for an alternative design, installation, or operational feature under R18-9-A312(G) to a Type 4 General Permit adds eight business days to the substantive review time-frame.